State of Montana
Montana Arts Council

2012 Agency Biennial IT Report
Fiscal Year 2011-2012

August 2012

TABLE OF CONTENTS

EXECUTIVE SUMMARY

Briefly summarize the three sections of your biennial report. This is an overview of the highlights, a summary of the
specifics. Describe the overall benefits realized by customers.
Include a count of how many initiatives from your 2010 Agency IT Plan and the 2011 Agency IT Plan Update fall
into the following categories: completed, substantially completed, deferred (i.e., the initiative has been intentionally
postponed), delayed (i.e., the initiative is unintentionally late in starting), cancelled, or remain on-going by design.
Also, indicate the number funded, partially funded, and unfunded.

The Montana Arts Council champions the fact that the arts are of benefit to all the citizens of Montana and are worthy of state and federal investment. The agency produces public value in all its programs based on the 3 R's—
- Creating greater Relevance and meaning,
- Building Relationships and
- Establishing Return on Investment.

As you will see from reading our strategic plan, this is always our focus. In the area of arts-driven economic development, our primary IT initiative for the upcoming biennium, the outcome of the 3 R's is as follows:
- Relevance: Creative entrepreneurs will be working at their full potential to offer solutions to Montana's out-migration, scarce full-time and adequately paid employment and community viability.
- Relationships: the Governor, legislative leaders, political parties and government and business leadership champion budgetary and program support for the creative industry through the Montana Arts Council's services.
- Return on Investment: Creative entrepreneurs working at their potential bring to the state of Montana
  - Out-of-state dollars in sales and income
  - Jobs and tax revenues in every county
  - Home-town business opportunities that strengthen a community's vitality
  - Authenticity by presenting Montana's uniqueness to compete in the global economy,

And they promote creative opportunities for all Montanans through innovative programs and services.

Initiative Status	Total	Fully Funded	Unfunded	Partially Funded
Completed	1			
Substantially Completed				
Deferred				
Delayed	1			
Cancelled				
Remain on-going by design				

SECTION 1: AGENCY IT PLAN ACCOMPLISHMENTS – GOALS & OBJECTIVES

Goal Number 1: Maintain adequate IT services to support our strategic plan goals and mission.

ITG 1   Basic IT Support and Maintenance

Description: Contract with ITSD to maintain services (updates, software, hardware, server, backup, security, financial systems, payroll, database and other associated IT services).

Benefits: What benefits are realized and who realizes the benefits? Use of basic technology to support the daily operations of the agency. Beneficiaries include staff and public constituency. Benefits are streamlined and cost effective IT services for the agency.

Which state strategic goal(s) and/or objective(s) does your goal address? Goals 1, 2 & 4

Supporting Objective/Action

ITO 1-1   Basic Services & Support.

This is an ongoing objective (with no completion date) but success in the area would include increased productivity, decreased stress, better public services, easier to use public services and lowered costs.

Risks are lack of funding and the usual funding problems of a very small state agency. These funding problems are not understood by authorizing officials and include a very small percentage of one employee's FTE being dedicated to IT and a lack of other available staff to meet the ever increasing demands of state government as IT challenges increase. The agency must also meet budget requirements while attempting to keep up with ever-evolving technologies with ever increasing price tags.

Accomplishments: This is an ongoing initiative.

Status: ongoing

Goal Number 2: Online Workflow Management for Programs

ITG 1   Foundant

Description: Contract with Foundant Technologies to provide online workflow management for programs.

Benefits: What benefits are realized and who realizes the benefits? Constituency & staff will have ease of online grant management (application, award, contracts & reporting) and reduced costs (printing, production of supplemental materials, mailing, convening panels).

Which state strategic goal(s) and/or objective(s) does your goal address? Goal 2

Supporting Objective/Action

ITO 1-1

Old school, hard copy program management of applications, awards, contracts & reporting.

Successful implementation of this objective will allow online workflow management of programs.

The risks are staff overload in training, design and implementation. The challenges include assisting the

constituency(and the staff and reviewers) in making the switch from paper to online.

The contract (and associated SOW) are in place as of January 2010. The training and implementation will occur over FY10-11-12 to get all programs included. New programs will be included as they happen and existing programs will be adjusted as needed.

Critical factors are outlines in the SOW but success will be determined when programs are completely online for workflow and easily managed by staff and constituency.

We are more than happy to share our experiences, documentation and demo site with any other interested state agencies. So far we are very happy with our decision.

Accomplishments: The agency has successfully implemented an online grants application system. Education about new aspects of the system, updates & revision of our guidelines, applications, evaluations and reports are ongoing but all benchmarks to accomplish the tasks outlined in the agency workplan and strategic plan have been met.

Status: ongoing

SECTION 2: IT INITIATIVES STATUS UPDATES

Initiative 1   On Site Grant & Contact Management Database

An on-site grant and contact management database provided by ITSD was the goal. After nearly ten years of delays we have accepted we are not the priority of ITSD and are planning, with the assistance of ITSD, to seek a viable solution elsewhere.

EPP Number: n/a

Status: Delayed.

Funding: This project was funded in previous fiscal years, no final product has been delivered.

Initiative 2   At this time the Montana Arts Council has no NEW IT Initiatives. We will update this section if that changes.

SECTION 3: ADDITIONAL INFORMATION - OPTIONAL

Other types of information that your agency may wish to report as accomplishments or challenges related to achieving the Goals, Objectives, and Initiatives outlined in your 2010 IT plan and 2011 IT plan update.